

CLASS POLICIES

WHO IS A RESIDENT? All persons who reside within Gaithersburg's corporate City limits are residents. Montgomery Village is not within the City. Nonresidents are invited to register at a higher fee (\$5 additional for most classes).

SENIOR CITIZENS - City residents age 55 and older are invited to register for classes at a special rate of \$20 per class, with the exception of Aquatic classes and Arts Barn classes on pages 21-25.

ENROLLMENT - All students enrolling in preschool and youth classes should be the age indicated by the start of the class. The Parks and Recreation Department reserves the right to remove any participant from a class who is not of proper age, maturity, skill level or who inhibits the progress of the class or its members in any way. In this case, refunds will be issued for remaining classes.

NOTIFICATION - You will not be notified unless there is some problem with your registration or if the class is cancelled; otherwise you should attend the first class at the time, date, etc. listed in the class schedule.

CANCELLATIONS - In the event of inclement weather conditions, call the City Answer Line at 301-330-0050, and dial 430 for the recorded message pertaining to class cancellations. Classes held in schools will be cancelled on days that schools are closed (*holidays, emergencies, etc.*).

REFUNDS - Will only be made when classes are cancelled due to insufficient registration. Otherwise- **NO REFUNDS WILL BE ISSUED.**

Multiple registrations may be included on one form for members of the same family.

REGISTRATION FORM

☐ Check here if new address/phone since last time registered. E-MAIL _____

Payer's Last Name _____ Payer's First Name _____ M ☐ F ☐

Address _____ City/State/Zip _____

Home Phone _____ Work Phone _____ City Resident ☐ Nonresident ☐

Participant's Name Last, First	Sex M/F	Birthdate M/D/Y	Age	Activity/Class Name	Activity #	Start Date	Day	Time	Fee	Non Res. Fee	Total
Example: Jackson, Blake	M	7/25/92	11	Basketball	1234	1/22	Mon.	5 p.m.	\$00.00	\$00.00	\$00.00

Nonresidents, please add the nonresident fee.

TOTAL \$

I hereby grant permission for me/my child to attend the activity sponsored by the City of Gaithersburg. I understand that I am responsible for me/my child's insurance in case of injury. Furthermore, I understand that although safety precautions will be observed, the City of Gaithersburg, employees and agents will not be responsible for any personal property lost by me/my child or for any injury sustained in the program. I also consent to the City's use of any photographs and/or video tapes made of the program.

Print Parent/Guardian Name _____

Signature of Parent/Guardian _____

The City of Gaithersburg is committed to making reasonable accommodations as required by the Americans with Disabilities Act. Requests must be made prior to the start of the program. Please call 301-258-6350 to indicate what accommodations are needed. (TTY 301-519-2828.)

Amount Paid \$ _____ Cash ☐ Check # _____
 Visa/MC# _____ Exp. Date ____/____
 Signature (name on card) _____
 Print Name _____